

TOWN OF HERNDON
DEPARTMENT OF FINANCE
REVENUE DIVISION
PO BOX 427
HERNDON, VIRGINIA 20172-0427
(703) 787-7358
FAX (703) 435-8121

APPLICATION FOR TOWN BUSINESS/OCCUPATIONAL LICENSE

BUSINESS CATEGORY (PLEASE CHECK ONE)

- ☐ BUSINESS/PERSONAL SERVICE
- ☐ BUILDER DEVELOPER
- ☐ CONTRACTOR
- ☐ HOTELS AND MOTELS
- ☐ PROFESSIONAL, SPECIALIZED OCCUPATION
- ☐ REPAIR SERVICE
- ☐ RETAIL/RESTAURANT
- ☐ TELEPHONE COMPANIES
- ☐ LEASING/RENTING (NO INVENTORY)
- ☐ OTHER

☐ INDIVIDUAL

☐ PARTNERSHIP

☐ CORPORATION

FEDERAL TAX ID# _____

SOCIAL SECURITY # _____

BUSINESS CONTACT

NAME _____

ADDRESS _____

CITY _____

STATE _____ ZIP _____

DATE BUSINESS ESTABLISHED IN HERNDON _____ EMERGENCY PHONE NUMBER _____

(PLEASE EXPLAIN THE NATURE OF YOUR BUSINESS)

SECTION I FOR LICENSE MEASURED BY GROSS RECEIPTS

ESTIMATE GROSS RECEIPTS FROM THE TIME OF BEGINNING THROUGH END OF CURRENT YEAR

GROSS RECEIPTS _____

TAX RATE _____

TAX _____

PENALTY/INTEREST _____

TOTAL _____

SECTION II - FOR OPERATORS OF COIN-OPERATED MACHINES

TYPE OF MACHINES _____

NUMBER OF MACHINES _____

TAX RATE _____

TAX _____

PENALTY/INTEREST _____

TOTAL _____

SECTION III- FOR LICENSE BASED ON FLAT TAX

TYPE OF LICENSE BASED ON FLAT RATE

TAX _____

PENALTY/INTEREST _____

TOTAL _____

ALCOHOLIC BEVERAGE

A.B.C. BOARD NO. _____

APPLICANT SIGNATURE _____

PRINT TITLE _____

FOR OFFICE USE ONLY

DATE _____

TOTAL TAX & PENALTIES _____

REVENUE CLERK _____

LICENSE NUMBER